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1 July 1958

MEMORANDUM FOR: Colonel White

SUBJECT : Delegation of DD/S Authority to Grant Waivers and
Constructive Credit for the Intelligence Orientation
Course

1. The attached proposed DD/S Notice No. 25-110-1 is submitted for your approval.

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2. Regulation No. [REDACTED] Entrance-On-Duty Training, requires that all professional personnel in the Agency complete the Intelligence Orientation Course. Deputy Directors are authorized to exempt categories of personnel from required training or to waive the training in the case of certain individuals.

3. The proposed notice which is attached would delegate to the Heads of Career Services and Career Service Panels within the DD/S organization the authority to grant waivers and constructive credit to individuals who achieve a minimum specified score in the waiver test administered by the Office of Training. The minimum score established by this notice is the equivalent of the score which must be achieved by students who take the course in order to complete it with a grade of "satisfactory". The average grade achieved by persons taking the course is only seven points higher than that required for "satisfactory". This means that on "average" the individual who can achieve only the minimum score which would be required for waivers could be expected to score only seven points higher after taking the course. These particular data applied to the Intelligence Phase of the course, and I think it clear that the small increase in knowledge which can be expected by the "average" student after taking the course, is not sufficient to warrant the two weeks required for that phase of the course. In the case of the Communism Phase the spread between "satisfactory" and "average" is the same and I believe the same conclusions are warranted.

4. The proposed notice will not require that the Head of a Career Service adopt this standard in the case of certain of his people who in his judgment require a much higher level of information and comprehension in order to do their particular work, e.g., in the case of the Office of Security the group of people assigned to security evaluation require a very sophisticated appreciation, understanding and knowledge of communism and communist strategy, doctrines and tactics. The proposed notice will provide ample leeway for Colonel Edwards to exercise his judgment with regard to this group of his employees by fixing a higher score for them.

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5. The proposed notice does not authorize Heads of Career Services to exempt employees from the training based upon occupational grouping or the character of assignments nor to individuals who fail to achieve the specified minimum in the waiver test. In either of these cases the DD/S retains the sole authority to approve.

6. Distribution of the proposed notice will be made to the Heads of the DD/S Career Services and Career Service Panels, Support Training Officers, Special Support Assistant to the Deputy Director (Support) and Chiefs of Support of the Area Divisions and the Senior Staffs of the Deputy Director (Plans).

7. The proposed notice has been coordinated with DD/S Training Officers and the Director of Training all of whom concurred in the proposed issuance.

8. It is recommended that you approve the attached DD/S Notice No. 25-110-1.

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